



Memorandum # 9/2002

Commonwealth of Massachusetts | Public Employee Retirement Administration Commission
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Joseph E. Connarton, *Executive Director*

MEMORANDUM

TO: All Retirement Boards

FROM: Joseph E. Connarton, Executive Director

RE: Social Security Numbers

DATE: February 1, 2002

We have noticed an increase of late in the number of Transmittals submitted with incorrect Social Security Numbers. When sending a Disability Transmittal to the Commission, please be careful to use the Applicant's correct Social Security Number. Care should also be taken to make sure the number is the same on all three pages of the Transmittal.

When submitting a Transmittal in connection with an application for accidental death benefits, please do not put the surviving spouse's social security number on the document. Use only the member or retiree's social security number.

Thank you for your attention to this matter.